

**MINUTES OF THE MEETING  
CITY OF SAN DIEGO ETHICS COMMISSION**

**June 27, 2002**

**5:30p.m.**

**City Administration Building  
Council Committee Room  
202 C Street, 12<sup>th</sup> Floor**

**Agenda Item No. 1 - Call to Order.** (Time: 5:38:40 p.m.)

Vice-Chairperson Gaynor called the meeting to order at 5:38:40 p.m.

**Agenda Item No. 2 – Roll Call.** (Time: 5:38:40 p.m.)

**Present** – Vice-Chairperson Gaynor, Commissioner Charles La Bella, April Riel, Dorothy Smith, and Lisa Foster.

**Staff** - Executive Director Charles Walker; Deputy City Attorney Rick Duvernay; Legal Assistant Stephen Ross; Investigator Stacey Fulhorst; Executive Secretary DonnaLee Brinkerhoff

**Excused** - Chairperson Leonard and Commissioner Vega.

**Agenda Item No. 3 – Reporting Results of Closed Session.** (Time: 5:39:00 p.m.)

None.

**Agenda Item No. 4 - Approval of Commission Minutes.** (Time: 5:39:11 p.m.)

MOTION TO APPROVE COMMISSION MINUTES OF JUNE 13, 2002.

Moved/Seconded: Commissioners Smith/Foster.

Vote: Unanimously with Chairperson Leonard and Commissioner Vega excused.

**Agenda Item No. 5 - Non-Agenda Comment.** (Time: 5:39:39 p.m.)

None.

(Time: 5:45:33 p.m.)

Vice-Chairperson Gaynor noticed two people at the back of the room who came into the meeting at this time. They thought the meeting started at 5:45 p.m. Vice-Chair Gaynor opened up the opportunity for non-agenda comments.

1. Speaker Mel Shapiro questioned the Investigation and Enforcement Procedures as to the difference of expression of opinion and allegation. He asked what the difference is.
2. Mel Shapiro would like to know if the Commission would investigate the Bundling of Campaign Contributions and what is holding up these investigations?

**Agenda Item No. 6 - Commissioner Comment.**

(Time: 5:41:41 p.m.)

Vice-Chairperson Gaynor stated that he plans to make a motion at next Commission meeting, July 11, 2002, to nominate Chairperson Dorothy Leonard to continue in her present office for another year.

**Agenda Item No. 6 – Executive Directors Comment.**

(Time: 5:43:09 p.m.)

Executive Director Charles Walker reported on the following:

1. The status of the number of complaints received by the Ethics Commission.
2. He is working on the Housing Commission Agreement, but needs to work out the revolving door issue. He and Rick Duvernay will meet July 25, 2002 with Charles Christiansen at the Housing Commission to discuss revolving door provisions as it pertains to the Housing Commission.
3. He will be on vacation for one week starting July 8, 2002.
4. DonnaLee Brinkerhoff will be getting married next Sunday and will be out of the office for three weeks on her honeymoon. Marva Perkins will be filling in for us during DonnaLees' absence.

**Agenda Item No. 8 – Deputy City Attorney Comment.**

(Time: 5:50:08 p.m.)

Rick Duvernay stated that he and Stephen Ross are working on the language for the Boiler Plate entry in consultant contracts for the City. He also discussed the educational program; and suggested that the unclassified staff should be provided with an educational program regarding consultant contracts.

**Agenda Item No. 9 – Ad Hoc Audit Subcommittee.**

(Time: 5:52:15 p.m.)

Commissioner Riel discussed the completion of the fourth draft of the Audit Manual with the addition of flow diagrams. She requested approval of the draft Audit Manual.

MOTION TO APPROVE DRAFT AUDIT MANUAL FOR PUBLICATION AND PUBLIC COMMENT

Moved/Seconded: Commissioners Foster/Smith.

Vote: Unanimous with Chairperson Leonard and Commissioner Vega excused.

**Agenda Item No. 10. - Ad-Hoc Ethics Ordinance Revolving Door Subcommittee.**

(Time: 5:58:09 p.m.)

Commissioner Smith stated that Chairperson Dorothy Leonard is asking for volunteers for this Ad-Hoc Subcommittee. Vice-Chairperson Gaynor suggested that this issue be put on hold until the next Commission meeting.

**Agenda Item No.11 - Education, Training, and Awareness Program for individuals falling under the jurisdiction of the City of San Diego Ethics Commission.**

(Time: 6:03:12 p.m.)

Executive Director Charles Walker reported and the Commission discussed the following:

1. Mr. Walker will meet with Dr. Craig P. Dunn July 5 to discuss the curriculum and timing of the program.
2. He also discussed the on-line training program that IT&C is developing.
3. The Ethics Commission Education and Training Program will go to Rules Committee July 24, 2002.

**Agenda Item No. 12 - Ad-Hoc Operating Policy Committee.**

(Time: 6:15:40 p.m.)

Rick Duvernay discussed the by-laws that he received from the City of San Francisco. The Ethics Commission will use operating policies instead of by-laws in the Operating Policy procedure manual. Included in the manual is a description of community meetings, policies, notices for meeting, closed session, agenda, and standard of conduct.

The Commission thanked Rick Duvernay and Steve Ross for doing such a wonderful job on the Operating Policy.

**Agenda Item No. 13 – Adjournment.**

(Time: 6:27:43 p.m.)

Vice-Chairperson Gaynor adjourned the meeting at 6:27 p.m.

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Albert Gaynor, Vice-Chairperson  
Ethics Commission

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DonnaLee Brinkerhoff, Executive Secretary  
Ethics Commission

***THIS INFORMATION WILL BE MADE AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST.***